The Utilities Board of the Town of Cedar Bluff

September 15, 2020

STATE OF ALABAMA

CHEROKEE COUNTY

The Utilities Board of the Town of Cedar Bluff met for their regular business meeting Tuesday, September 15, 2020 at 4:00 p.m. in the Utility Board room located at 4971 AL Hwy 68, Cedar Bluff Alabama. Meeting was called to order at 4:05 by Chairman Norman Burton.

Roll Call:

Norman Burton Present Linda Pickelsimer Present

Cindy Early Present Donald Sanders Present

James Bo Martin Present

Bo Martin made a motion to go into executive session to discuss good name and character of an employee. Meeting will reconvene. Motion was seconded by Donald Sanders.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Meeting reconvened at 4:40pm.

Chairman Burton stated the Board had agreed on new policies. Items are as follows:

 1. Utility clerks are not to be placed on call.

 2. Board employees are not permitted to do company business in their private vehicles.

 3. Utility clerks are not to dispatch the utility workers.

 4. Chief Utility Clerk must provide a disconnect list to Manager or utility worker on call.

 5. Manager must inform the office when he is out of town.

 6. Utility Operator Steve Dutton is designated as Utility Board Assistant Manager.

 Discussion was made concerning customers potentially being cut off in error as the reasoning for utility clerks to be called after hours. Bo Martin made a motion, effective immediately, to accept previously stated policies and allow Manager Harrell to dispatch on call worker to reconnect customers that call in saying their bill has been paid. Mr. Harrell will check with the office the following morning concerning said payment. If error was not made by the Board, service will be disconnected with reconnect, and employee call in fees applied to the customer. Motion was seconded by Donald Sanders.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Minutes for the August 18, 2020 meeting were presented for approval. A motion to approve as presented was made by Donald Sanders. Motion was seconded by Bo Martin.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Treasurer Pickelsimer presented the Financial Reports for the month of August. Mrs. Pickelsimer stated after her review the reports appeared to be in order, and made a motion to accept as printed. Motion was seconded by Cindy Early.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Treasurer Pickelsimer presented the Board with the Proposed Budget for fiscal year of 2020-2021.

After discussion of changes from previous year’s budget, Cindy Early made a motion to approve the budget as presented. Motion was seconded by Bo Martin.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

In the Manager Report, Mr. Harrell presented the Board with the work log for the month of August. The log consisted of 1 sewer tap, 18 water leaks, and 3 water meters replaced, with a total of 85 work orders performed by utility workers.

Manager Harrell presented the Board with a Disposition of Claim received from AMIC. After discussion, Ms. Burt will contact AMIC for explanation.

In unfinished business, as requested in August meeting, Manager Harrell presented the Board with quotes for a new truck. At this time, Donald Sanders stated that Board members were in agreement that a new truck should not be purchased at this time. The Board has agreed to purchase a used truck for Utility Worker Seth Dawson. If a larger vehicle is needed for travel, the Board will pay mileage for personal vehicle, or for a rental car. After discussion of pricing of vehicles, Cindy Early made a motion to allow Manager Harrell to look for a truck within the limit of $12,000.00. Mr. Harrell will contact Chairman Burton with information on potential vehicle, and Mr. Burton will contact other members for additional approval. Motion was seconded by Linda Pickelsimer.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

In new business, Mr. Martin addressed other Board members with concerns about the Board’s current water/sewer rates. Currently, any customer with 2-5 users are in a rate code 22, which is based of 3.5 users. Mr. Martin doesn’t think customers with only 2 campers or structures should be in this class. After discussion, Mr. Martin made a motion to amend the current rate schedule to state that any customer with two structures/campers hooked to one meter will pay a minimum for each. Any customer with 3-5 users will remain in the rate code 22. Changes will be effective immediately. Motion was seconded by Cindy Early.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

After assuring there was no other business, Chairman Burton asked for a motion to adjourn. Motion was made by Bo Martin and seconded by Cindy Early.

Motion Carried (5-0)

AYE: Burton, Early, Martin, Pickelsimer, Sanders

NAY: None

ABSTAIN:

ABSENT:

Meeting was adjourned at 5:20pm.

APPROVED December 17, 2020:

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CINDY EARLY, CHAIRMAN

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JENNI BURT, SECRETARY